

POLICE/SHERIFF'S DEPARTMENT		RULES AND REGULATIONS	
SUBJECT: Relationships With Other Agencies		NUMBER: 1-16	
EFFECTIVE DATE: July 1, 1999		REVIEW DATE:	
AMENDS/SUPERSEDES: RR 1-16, January 1988		APPROVED: _____ Chief of Police/Sheriff	
CALEA STANDARDS: 2.1		VLEPSC STANDARDS: ADM.14.01-14.03	

NOTE

This order is for internal use only, and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third-party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department, and then only in a non-judicial administrative setting.

INDEX WORDS

Agencies; relationships with
Referrals (to other agencies)
Social services agencies; procedures for contacting

I. POLICY

The department's community-oriented policing philosophy involves a range of practical methods to control crime while relying on community involvement and support. The department's promotion of democratic values, accountability, and integrity require communication with the community. Without this communication, the department cannot respond to the priorities of our citizens. Establishing and maintaining an effective liaison and open channels of communication between the department, neighboring law enforcement, criminal justice, and social services agencies are essential first steps to sustaining cooperation and good will. This liaison can break down barriers and results in savings and improved law-enforcement operations.

II. PURPOSE

To establish procedures and responsibilities for liaison and maintaining communication between the department, neighboring law enforcement, other criminal justice or social service agencies, both public and private.

III. PROCEDURES

A. Relationships with other criminal justice agencies

1. All department personnel shall maintain harmonious working relations and communication with the commonwealth's attorney, public defender, all courts, court clerks' officers, the local probation and parole officers, jail, juvenile detention homes, victims advocacy shelters and organizations, and any other criminal justice agencies. The department shall provide all possible information, assistance, and support to these agencies allowed by law.
 - a. Any serious policy or procedural problems or differences with another agency or its personnel shall be brought to the attention of the chief of police/sheriff who will meet with appropriate personnel of these agencies to resolve problems.
 - b. During any investigation, questions of law or criminal procedure shall be addressed to the commonwealth's attorney or assistant. Questions on law-enforcement procedure shall be addressed to the sergeant or the chief of police/sheriff.
 - c. Any criminal cases referred to the commonwealth's attorney which result in a decision not to prosecute or to dismiss due to department mishandling, shall be carefully reviewed and appropriate corrective action taken. The commonwealth's attorney has been asked to bring such cases to the attention of the chief of police/sheriff.
2. All employees of the department shall assist and cooperate with all federal, state, and local law- enforcement agencies in every way possible allowed by law.

B. Referrals

1. Officers of the department often encounter adult or juvenile citizens who need specialized help that the department cannot give, e.g., marriage counseling, mental health counseling, welfare assistance, assistance in handling civil matters. When, in the best judgment of an officer, this situation arises, he or she shall refer the citizen to the most qualified agency to deal with the problem, or consult his supervisor.

[Note: Add a segment that specifically lists local social service and victim advocacy organizations and shelters. Briefly outline the protocols these agencies want officers to observe. Stress that these agencies may be open or on call during evenings, weekends, and holidays and provide contact information. Examples of these agencies include social workers, juvenile intake workers, foreign language specialists, and chaplains. The dispatcher should have a frequently-updated contact list.]

